

**MILWAUKEE COUNTY
CIVIL SERVICE COMMISSION MEETING**
Tuesday, September 17, 2019 3:47p.m.
Courthouse Room 306-Main

Minutes

ROLL CALL:

Present: Ms. Janet Cleary, Dr. Elliott Moeser and Ms. Maria Monteagudo.

1. The Secretary to the Civil Service Commission requests the approval of the Civil Service Commission minutes from July 25, 2019.

Recommendation of the Department of Human Resources: Approve.

ACTION: Ms. Janet Cleary made a motion to approve the minutes as provided; it was seconded by Dr. Elliott Moeser.

Ayes – 3: Ms. Janet Cleary, Dr. Elliott Moeser and Ms. Maria Monteagudo.

Noes – 0

2. The Secretary to the Civil Service Commission forwards the approved minutes of the Milwaukee County Personnel Review Board of July 16, July 30, August 13 and August 27, 2019.

Recommendation of the Department of Human Resources: Receive & Place on File.

ACTION: So ordered.

3. From the District Attorney, requesting to transfer the position of Senior Executive Assistant from the classified to the unclassified service.

Appearances: Bruce Landgraf, Deputy District Attorney
Angela Nixon, Secretary to the Civil Service Commission

ACTION: Ms. Janet Cleary made a motion to lay over the item to the next Civil Service Commission meeting; it was seconded by Dr. Elliott Moeser.

Ayes – 3: Ms. Janet Cleary, Dr. Elliott Moeser and Ms. Maria Monteagudo.

Noes – 0:

4. Consideration of update to the Commission Rules of Procedure regarding telephone appearance when no hearing is scheduled.

Appearances: Angela Nixon, Secretary to the Civil Service Commission
Omar Mallick, Outside Legal Counsel to the Commission
Kathryn West, Assistant Corporation Counsel

ACTION: Dr. Elliott Moeser made a motion to table the discussion; it was seconded by Ms. Janet Cleary.

Ayes – 3: Ms. Janet Cleary, Dr. Elliott Moeser and Ms. Maria Monteagudo.

Noes – 0:

5. Discussion of procedure for unclassified position transfer.

Appearances: Angela Nixon, Secretary to the Civil Service Commission
Omar Mallick, Outside Legal Counsel to the Commission

ACTION: Ms. Janet Cleary made a motion requesting staff to provide an analysis by Human Resources staff with the transfer requests; it was seconded by Dr. Elliott Moeser.

Ayes – 3: Ms. Janet Cleary, Dr. Elliott Moeser and Ms. Maria Monteagudo.

Noes – 0:

Meeting Adjournment

ACTION: Ms. Janet Cleary made a motion to adjourn the meeting; it was seconded by Dr. Elliott Moeser.

Ayes – 3: Ms. Janet Cleary, Dr. Elliott Moeser and Ms. Maria Monteagudo.

Noes – 0

Meeting adjourned at 4:38 p.m.

Approved by:

Angela Nixon
Secretary to the Civil Service Commission

AN: ag
C: Personnel Review Board